



JOY HOFMEISTER
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

MEMORANDUM

TO: The Honorable Members of the State Board of Education

FROM: Joy Hofmeister

DATE: April 26, 2018

SUBJECT: Seeking Accreditation by the State Department of Education

Oklahoma law provides that the State Board of Education shall promulgate rules governing the classification of state-accredited private schools and that private schools may be accredited and classified in like manner as public schools. See 70 O.S. §3-104(7).

State Board of Education rules, at OAC 210:35-33-1, authorize private schools to be accredited in a manner similar to that of a public school if the private school submits an application for said accrediting to the Board.

County	District	Request
Oklahoma	Cristo Rey Oklahoma City Catholic High School	Cristo Rey Oklahoma City Catholic High School requesting Accreditation from Oklahoma State Board of Education

* The number in the County category represents the Congressional District.
See the attached map.

JP/ab
Attachments



JOY HOFMEISTER

STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

REF: Accreditation of Cristo Rey Oklahoma City Catholic High School

Cristo Rey OKC Catholic High School is seeking accreditation from the Oklahoma State Department of Education. The Accreditation Department has been working with Cristo Rey to ensure necessary processes and protocols have been addressed. They have furnished a written plan for governance, operations, personnel, finance, curriculum, as well as working through the compliance requirements that address all SDE quality indicators. In addition, our office has conducted a site visit, finding their facilities exceptional.

Accreditation Division recommends Cristo Rey Oklahoma City Catholic High School be granted accreditation status by the Oklahoma State Board of Education for the 2018-2019 year.

They will be presenting their information to the State Board and are prepared for a question/answer period at the conclusion.

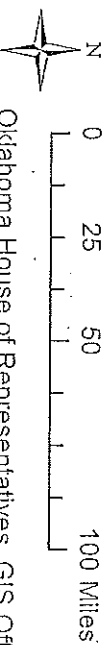
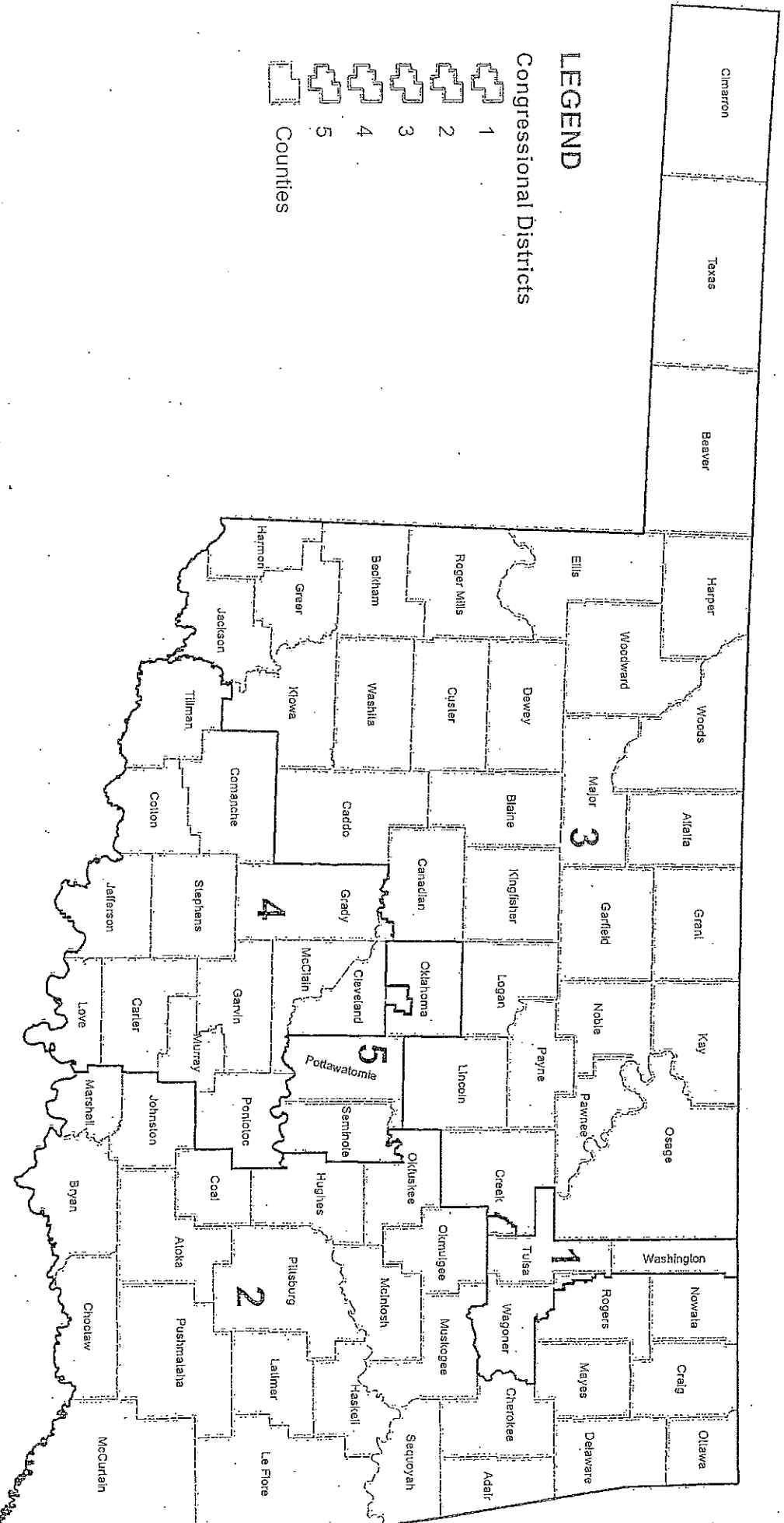
Oklahoma Congressional Districts 2012 - 2020 Elections

LEGEND

Congressional Districts

1
2
3
4
5

Counties



Cristo Rey Oklahoma City Catholic High School Accreditation Summary

Cristo Rey Oklahoma City Catholic High School (Cristo Rey OKC) is recruiting a class of 128 freshmen and will open on August 10, 2018. We are part of the a 22-year-old Cristo Rey Network of 32 other schools across the United States. Cristo Rey schools have earned a strong reputation for rigorous, college preparatory academics that are combined with a unique Corporate Work Study Program that has prepared over 12,000 students from limited economic means to aspire to college and be successful, contributing members of society.

MISSION STATEMENT:

Cristo Rey Oklahoma City Catholic High School is a Catholic learning community that educates young people of limited economic means to become men and women of faith, knowledge, purpose and service.

Through a rigorous college preparatory curriculum, integrated with a relevant work study experience, students graduate ready to succeed in college and in life.

Vision Statement. With the classroom connected to the corporate world, students begin planning for futures in professional fields, with a new appreciation for the pathways a quality education provides. Participation in the work study program also empowers students from economically disadvantaged circumstances to develop their minds and hearts, helps them embrace lifelong learning and become contributors to their communities.

Philosophy of Education.

- We will challenge students with a rich curriculum that will prepare them to succeed at selective colleges and universities.
- We believe the Corporate Work Study Program benefits our students by developing 21st century skills and extending their learning beyond the traditional classroom.
- We believe all students can be successful at selective colleges and universities.
- Through the service of students, families, and educators, we will support the development of a school that will be the best in the country at graduating low-income and underserved students from college.
- We will prepare students for the social and emotional demands of a high achieving world by incorporating social and emotional skills and character formation into our curriculum.
- We believe learning is growth toward mastery, and that grading should support ongoing growth.
- We believe all Cristo Rey OKC students will have the capacity to engage in multiple Advanced Placement and dual enrollment opportunities.
- We will intentionally align all courses to standards that are competitive globally, and specifically to the SAT College Readiness Standards.
- We will have an environment and culture where learning can occur to its fullest potential.

- We will create a place where students feel safe and free from violence and intimidation.
- We will take ownership of maintaining a professional environment, in and out of the work place.
- Students, teachers, and staff will each hold each other accountable for our high expectations.
- We will ask students to be engaged as leaders in activities beyond academics, including opportunities to grow in their faith, with beyond the classroom experiences, and service learning opportunities.
- We will systematically scaffold support structures to grow more freedom and choice as students grow.
- We will engage students as change agents.

STUDENTS:

Admissions Policies. Cristo Rey OKC admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school administered programs.

Cristo Rey OKC'S enrollment goal is 128 students for the 2018-19 school year. All applicants are required to complete and submit the following information:

- Completed application for admissions
- Signed request for student records
- Health and immunization records
- 2.5 years of report cards and standardized test scores (through 2nd quarter of 8th grade)
- Completed recommendation forms from each, a Principal/Counselor, Math Teacher, and English Teacher
- Copy of student's birth certificate or other proof of age
- Copy of Individualized Education Plan (IEP) or other similar documents, if applicable
- \$40 non-refundable application fee

The school waived the application fee for the first 25 students to apply. The fee amount covers the cost of processing income verification through the school's independent third-party vendor, TADS. Additional application fee waivers will be granted, based on need and as determined by the Admissions Director.

Applicants are asked to complete our financial aid verification process through TADS, which verifies a family's financial eligibility to attend Cristo Rey and recommends an amount a family pays for tuition. Because every family's financial situation is different, tuition amounts too will vary.

In addition, each student and their parent/guardian must make an appointment to interview with Cristo Rey OKC's Admissions Committee, which is comprised of a member from Academics, Corporate Work Study, and Admissions.

Students also must take a placement exam to determine appropriate course selection. Once a student is accepted, they will be invited to make an appointment to enroll. A \$50 enrollment fee is assessed at the

time of enrollment to guarantee the student's seat. The enrollment fee is applicable to the cost of tuition once school has begun. Finally, successful completion of our summer Success Training, which prepares students for success in the classroom and at their jobs, is a condition of acceptance.

Interviews/Tuition/Fees. All applicants are required to interview with our admissions committee, prior to acceptance. The process includes a student interview, parent interview, and a corporate work study program task assessment. Applicants are required to pay a \$40 application fee when submitting their financial aid application, and \$50 enrollment fee which is applied to tuition.

Tuition is set on a sliding scale because it takes into account each family's financial situation.

Geographic Boundaries. Cristo Rey Oklahoma City does not have geographic boundaries for our students. Students must be able to arrive at school on time.

Target Student Population. Based on our mission, our target student population are those students of low income economic situations who would otherwise be unable to afford a high-quality, private Catholic, college preparatory education.

Behavior & Discipline Procedures. Our Behavior Management Plan highlights that 100% of students are given the intervention needed to thrive behaviorally through proper response to intervention (RTI), 100% of teachers track behavioral data daily and perform teacher interventions with fidelity and 100% of teachers are coached on implementing strong classroom management behavior systems.

PERSONNEL:

Cristo Rey OKC will begin the 2018-2019 school year with 128 freshmen and will grow one grade level per year until the school is fully built out with grades 9-12. Each additional year, the school will hire approximately eight teaching staff, and add student support and administrative personnel to accommodate the increased student population.

Recruitment. At a high level, our recruitment philosophy is to hire highly effective staff that represents the community and responds to our changing needs. It is imperative that the workforce is sensitive to the needs of our student population. Our recruitment efforts seek candidates who view the uniqueness of Cristo Rey's model and our Catholic identity as an asset and seek to celebrate the cultures that make our school rich.

Every candidate, upon start of work, must hold the appropriate certification and endorsements for the position for which they are hired. Furthermore, desired candidates must be open to growth, have a commitment to life-long learning and a willingness to actively participate in professional learning communities. Among other characteristics, administrators must be instructional leaders who have the skills and passion to guide their staff through implementation of curriculum and our evaluation system. Certified staff must be solution-focused and work effectively with colleagues. They must have the aptitude for gathering data and analyzing that data to improve their effectiveness. Staff must be committed to continuous improvement as they support the school's operational and instructional needs.

Faculty Evaluations. At Cristo Rey OKC the Instructional Leadership Team will support teachers to become instructional experts and increase scholar achievement.



Teachers will engage in informal and formal instructional support. Informal formative evaluations provide teachers with feedback on how to improve performance and what types of professional development opportunities will enhance their practice. Formal summative evaluations are used to make a final decision on factors such as salary, tenure, personnel assignments, transfers or dismissals. Teachers will engage in walk-throughs, 20-minute high-level observations, informal conversations, interim data assessment meetings, formal observations and an artifact portfolio summative evaluation. The protocols have been created to align with the values and professional skills that are important at Cristo Rey OKC. The resources used to create the structure are from Danielson Framework, UNO Network Evaluation Process and Uncommon Schools: Four Keys to Teacher Observation and Feedback (Bambrick).

Counseling Services. Counseling services will be available to all students and their families on an as needed, ongoing basis. The requirements for the school's full-time Social Counselor is to have attained a master's degree in social work or social counseling and be licensed within the State of Oklahoma as a licensed professional counselor or licensed clinical I social worker.

The Counselor will provide a proactive developmental guidance program to encourage all students to maximize personal growth and development. She will participate in Behavioral/Social counseling and participate in the campus crisis response team.

Special Education Services. Our Academic Support Teacher will be responsible for overseeing students who have individual education plans (IEP) and students with 504 Plans.

CURRICULUM:

Cristo Rey OKC is committed to a rigorous, college preparatory curriculum that is aligned to SAT academic standards, the Cristo Rey Network course standards, and fulfills all curricular requirements set forth by the State of Oklahoma. All students will complete 4 credits each in English, math, science, social studies, and theology, with an additional 2 credits in foreign language, 1 credit each in technology and speech, 4 elective credits, and 4 credits of Corporate Work Study.

Credit Type	Required Credits	Course List (all courses are 1 credit unless noted)
English	4	English 1 ^I English 2 ^I English 3 OR AP English Literature and Composition ^I English 4 OR AP English Language and Composition ^I Approved Dual Credit Course
Math	4	Algebra 1 ^I Geometry ^I Algebra 2 ^I Pre Calculus ^I AP Calculus AP Statistics Approved Dual Credit Course
Science	4	Conceptual Physics ^I Chemistry ^I Biology ^I Advanced Physics OR AP Physics 1 ^I Geology* Anatomy and Physiology* AP Biology* AP Chemistry* AP Environmental Science* Approved Dual Credit Course



Social Studies	4	Oklahoma History (0.5 credits) [¶] World Geography (0.5 credits) [¶] World History OR AP World History [¶] US History OR AP US History [¶]	Government (0.5 credits) / Economics (0.5 credits) OR AP Government [¶] Economics (0.5 credits) Approved Dual Credit Course
Theology	4	Theology 1 [¶] Theology 2 [¶] Theology 3 [¶] Theology 4 [¶]	
Foreign Language	2	Spanish 1 [¶] Spanish 2 [¶] AP Spanish Language and Culture AP Spanish Literature and Culture Approved Dual Credit Course	
Technology	1	Business Technology [¶] AP Computer Science Principles AP Computer Science A Approved Dual Credit Course	
Speech	1	Speech [¶]	
Electives	4	Entrepreneurship Art Music Appreciation* Theatre* Photography* Gym Yoga*	Zumba* Team Sports* AP Lab College Investigations Any non-required subject-based course Approved Dual Credit Course
Corporate Work Study	4	Successful completion of four years of the Corporate Work Study Program (CWSP)	

*Depending on faculty availability
¶ Required course
**All students are required to earn credit for a minimum of 2 AP courses

Technology. Each student will have access to a laptop in our 1:1 technology program. Teachers will receive training on how to use technology to enhance, not replace their teaching, as well as frequent, regular coaching to ensure each is able to effectively implement a variety of different teaching strategies.

Benchmarks. At the end of each quarter, students will take interim assessments, designed by the Noble Network of charter schools that are aligned to PSAT/SAT. At the end of the year, students will take the End of Course tests as required by the Cristo Rey Network. All students also will take the PSAT 8/9 as freshman, PSAT 10 as sophomores, PSAT/NMSQT in the fall of junior year, and the SAT in the junior and/or senior year.

Progress. Progress will be measured through mastery of standards for content and college readiness standards. Progress will be reported to parents via the PowerSchool parent portal. Progress will be discussed with teachers during coaching/feedback sessions.

Student progress will be monitored through the following methods: daily classroom formative assessments, quarterly interim assessments, unit tests, summative end of course tests and yearly college readiness assessments

AP and Concurrent Enrollment. As a college preparatory high school, Cristo Rey OKC expects all students will graduate having earned college credit. Cristo Rey OKC will offer a variety of advanced placement (AP) courses, and through our proximity and partnership with Oklahoma State University-Oklahoma City (OSU-OKC), we plan to offer dual enrollment courses that students can take during the school day to earn transferable college credits.

Extracurricular Activities. Our preliminary list of extracurricular activities includes, but is not limited to, the following sports: soccer, tennis, basketball, volleyball, golf, rowing and cross country. We also expect to have many of the following academic clubs: Honor Society, Student Council, Debate, Robotics, Girls Who Code and Book Club.

FACILITIES:

Cristo Rey OKC has a five-year lease executed between OSU-OKC and our school. The lease term began July 2016. An addendum extended the terms of the lease by one year.

Building Description and Number of Classrooms. The building leased by Cristo Rey OKC is a three-story, 28,651 ft² building, with a brick facade. The building was constructed in 1984 and has a large, atrium-style lobby that spans the entire height of the building, providing for an open, light-filled space. The building includes administrative offices with a suite on each floor, 14 classrooms, assembly space, and restroom facilities on each floor. Between years two and three, we plan to increase the number of classrooms by subdividing three existing classrooms. After completion of this work, the building will have 17 classrooms.

Library and Computer Lab. Section 16 of the Lease Agreement notes the shared use by Cristo Rey students and employees of library, computer labs and science facilities on the OSU-OKC campus. Cristo Rey OKC is required (Section 9 of the Lease Agreement) to use the university's food service vendor, who will prepare and offer meals to our students in the university's Student Center. Cristo Rey OKC is negotiating separate agreements for use of facilities for athletic programs.

Utilities. Section 6 of the Lease Agreement articulates that all utilities for the leased premises, including but not limited to water, gas, electrical, sanitary sewer, and all like services, including required deposits therefore are included within the lease expense. The lease also states that OSU-OKC shall provide pest control services, campus security and safety operations, custodial services, and maintenance and grounds keeping.

OPERATIONS:

Start-Up Plan. Immediately after approval of Cristo Rey OKC by the Cristo Rey Network on June 28, 2017, Cristo Rey OKC transitioned to our launch year. As the 33rd school in the Network, Cristo Rey OKC benefits from lessons learned and the collective experience from the national staff in replicating successful openings by new member schools. Among these is a 26-page Launch Year Quarterly Benchmark Plan that is a roadmap of milestones to the school's opening.

The Quarterly Benchmark review process is intended to ensure Cristo Rey OKC school leadership is making progress in the following areas: Leadership, Faith Formation, Teaching and Learning, Corporate Work Study Program, Admissions, Finance and Facilities, Development, and Logistics. For

each area of responsibility, the Cristo Rey Network leadership provides formal feedback to the school. A rubric is used to evaluate progression and together with recommendations, school leadership is able to take action accordingly.

The following individuals have responsibility for each area:

Area of Measurement:	Person Responsible:
Leadership	Renee Porter, President
Faith Formation	Renee Porter
Teaching and Learning	Cody Yocom, Principal
Corporate Work Study Program	Regina Birchum, Corporate Work Study Director
Admissions	Alfredo Melchor, Admissions Director
Finance and Facilities	Michele Digby, Finance Director
Development	Renee Porter and Regina Birchum

Student Recruitment. Each year Cristo Rey OKC will seek students interested in joining the Cristo Rey OKC family. This process is on-going throughout the school year. We raise awareness of our school through recruitment events at other schools, Cristo Rey Open House events, sponsored events off-campus, and at locations where we anticipate high “family” traffic. Information about Cristo Rey OKC and our programming is presented in format and language consistent with the community we are serving, and the students being recruited. Our admissions staff includes Spanish/English bilingual speakers who articulate what the Cristo Rey OKC academic and corporate work study experience and expectations are, to prospective recruits and their families.

Parental Involvement. Cristo Rey OKC believes excellent schools are deeply and strongly tied to the families and communities they serve. Organizationally, Cristo Rey OKC is invested in efforts and programs that empower and thoughtfully engage parents and communities in their children’s schooling. The design of parent and community outreach has been informed by our organization’s successes and challenges in fully leveraging the contributions of families and the Oklahoma City region more broadly. The key consideration for Cristo Rey OKC is the very different nature of student development and parental involvement in the education experiences of high school students. Cristo Rey OKC will utilize many community resources in support of its diverse student population.

FAMILY	CRISTO REY OKC PARENT ENGAGEMENT INITIATIVE	
	ACADEMIC	NON-ACADEMIC
	Bi-weekly Progress Report	Summer Orientation
	Family Literacy Night	Student / Parent Handbook
	Quarterly Report Card Pick-up	Weekly Newsletter
	Recitals, Performance Tasks	Parents as Partners
		Monthly Principal Breakfast

	Sports, Enrichment, Extracurricular
	Advisory / Character Curriculum
	Weekly Advisory Contact
	Quarterly Town Hall
	Student Recruitment

A Class Counselor for Each Class. Our hiring focus is to identify someone who can operate as a member of the community within our school and help be the voice of the community in our building.

Create a Welcoming Environment for non-English Speakers. Translating all our parent communications, inviting translators to meetings with parents and having staff develop language skills are techniques currently being employed with success at Cristo Rey OKC.

Utilizing Existing Community Assets. Many of our families are active within the community and know about resources that can help alleviate challenges faced. We will look to develop and deepen similar relationships with our community's nonprofit partners.

Implementing programs such as these, engages families. These programs and others like it can have further positive benefits for the community. The school-wide benefits that this creates such as examples for other families and empowers families with tools to become more self-sufficient.

Cristo Rey OKC Goals for Parent Engagement:

- 95% or more of all Cristo Rey OKC parents attend Report Card Pick-Up
- 80% of Cristo Rey OKC parents and families attend Parent University and create a financial action plan for their student to attend college
- 95% or better of all parent communication is returned to school signed each two-week cycle
- 80% or better of all Cristo Rey OKC parents will rate the school 3.5 or better (on a scale of 5) on their annual school health survey
- 95% of Cristo Rey OKC parents will contribute to the creation of their student's four-year plan
- 95% of Cristo Rey OKC parents have attended a parent/student related social event or activity

Staff Development. Staff development will be ongoing at Cristo Rey OKC. All teachers will attend two and a half weeks of training in the summer, prior to the first day of school, and will have a professional development day at the end of the first, second, and third quarters during the school year. The school year professional development days will focus on teachers using data and collaborating with peers for effective teaching strategies to maximize student learning and mastery.



CRISTO REY OKC

CATHOLIC HIGH SCHOOL

School Year Calendar.



CRISTO REY OKC

CATHOLIC HIGH SCHOOL

2018						
July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
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23	24	25	26	27	28	29
30						

October						
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21	22	23	24	25	26	27
28	29	30	31			

November						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- ☐ CWSP Summer Training
- ☐ CWSP Make Up Day
- ☐ Staff Development/Student Holiday
- ☐ Beginning/End of Quarter
- ☐ Holiday
- ☐ Day of Service (No CWSP)
- ☐ Holy Day
- ☐ Late Start: Non CWSP Only
- ☐ Testing Date

First Day of School: 8/10/2018
Last Day of School: 6/7/2019

2019						
January						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Class Schedule.

Monday	Math	ELA	Physics	Theology	Social Studies	Language	Technology	Study Hall
1st Period	Planning-CWSP	9.2	Planning	9.3		9.6	9.6	
2nd Period	9.2	Planning	9.3		Study Hall	9.6		Planning-CWSP
3rd Period	Planning	9.3	9.4		9.6	Study Hall	Planning-CWSP	9.2
Advisory/Club								
4th Period			9.6	Study Hall	Planning-CWSP	9.2	Planning	9.3
Lunch								
5th Period		9.5	Study Hall	Planning-CWSP	9.2	9.3	Lunch Duty/ASLS	
6th Period	9.6	Study Hall	Planning-CWSP	9.2	9.3	Planning		
7th Period	Study Hall	Planning-CWSP	9.2	Planning			9.3	9.6
8th Period	9.3			9.5	Planning	Planning-CWSP	9.2	
ASLS								
Tuesday	Math	ELA	Physics	Theology	Social Studies	Language	Technology	Study Hall
1st Period	Planning-CWSP	Planning-CWSP	Planning	Planning-CWSP	9.4	9.6	9.6	
2nd Period	Planning-CWSP	Planning	Planning-CWSP		Study Hall	9.6		
3rd Period	Planning	Planning-CWSP	9.4		9.6	Study Hall		Planning-CWSP
Advisory/Club								
4th Period			9.6	Study Hall		Planning-CWSP	Planning	Planning-CWSP
Lunch								
5th Period		9.6	Study Hall		Planning-CWSP	Planning-CWSP	Lunch Duty/ASLS	
6th Period	9.6	Study Hall		Planning-CWSP	Planning-CWSP	Planning		
7th Period	Study Hall		Planning-CWSP	Planning			Planning-CWSP	9.6
8th Period	Planning-CWSP	9.6		9.5	Planning		Planning-CWSP	
ASLS								
Wednesday	Math	ELA	Physics	Theology	Social Studies	Language	Technology	Study Hall
1st Period		9.2	Planning	9.3	Planning-CWSP		9.6	
2nd Period	9.2	Planning	9.3	Planning-CWSP	Study Hall	9.6		
3rd Period	Planning	9.3	Planning-CWSP		9.6	Study Hall		9.2
Advisory/Club								
4th Period	Planning-CWSP		9.6	Study Hall		9.2	Planning	9.3
Lunch								
5th Period		9.3	Study Hall		9.2	9.3	Lunch Duty/ASLS	Planning-CWSP
6th Period	9.6	Study Hall		9.3	9.3	Planning	Planning-CWSP	
7th Period	Study Hall		9.2	Planning		Planning-CWSP	9.3	9.6
8th Period	9.3	Planning-CWSP		9.6	Planning		9.2	
ASLS								
Thursday	Math	ELA	Physics	Theology	Social Studies	Language	Technology	Study Hall
1st Period		9.1	Planning	9.3		Planning-CWSP	Planning-CWSP	
2nd Period	9.2	Planning	9.3		Study Hall	Planning-CWSP	Planning-CWSP	
3rd Period	Planning	9.3	9.6	Planning-CWSP	Planning-CWSP	Study Hall		9.2
Advisory/Club								
4th Period		Planning-CWSP	Planning-CWSP	Study Hall		9.2	Planning	9.3
Lunch								
5th Period	Planning-CWSP	Planning-CWSP	Study Hall		9.2	9.3	Lunch Duty/ASLS	
6th Period	Planning-CWSP	Study Hall		9.2	9.3	Planning		Planning-CWSP
7th Period	Study Hall		9.2	Planning	Planning-CWSP		9.3	Planning-CWSP
8th Period	9.3		Planning-CWSP	Planning-CWSP	Planning		9.2	
ASLS								
Friday: CWSP Rotation Day Select from Monday - Thursday Schedule as appropriate								

Special Education. Cristo Rey OKC Inclusion Policy:

Philosophy and Vision of Inclusion. Cristo Rey OKC's teaching and learning practices, as well as cultural and community interaction practices, meet the needs of all families and learners for a variety of experiences. All families have access to educators in language that is understandable and equitable.

The national Cristo Rey Network's overarching mission: "empowers thousands of students from underserved, low-income communities to develop their minds and hearts to become lifelong contributors to society. By providing students an extraordinary college preparatory education and a unique four-year, integrated corporate work study experience, we seek to transform urban America one student at a time." To that end, we believe inclusion involves providing a continuum of educational opportunities and experiences that support our students in becoming independent learners and thinkers, to prepare them for successful transitions into a post-secondary environment. Our belief is that inclusion goes beyond what and how we teach content and is embedded into who we are as educators and how we seek to create

opportunities for our students as they begin to share their own worldview outside of the Oklahoma City community.

Cultural and Community Inclusion. Our teaching and learning practices seek to be inclusive of student and family backgrounds, activating prior knowledge and experiences, as well as honoring the experience of our families in the school community. In all areas of our community we seek to build and maintain a strong self-image of our student body that affirms their background as well as places them on a trajectory to successful acclimation to a post-secondary university environment.

Ability Inclusion. Cristo Rey OKC follows procedures that outlines the identification, education and support of students who arrive with Individual Education Plans (IEP). Teachers follow the Response to Intervention (RTI) process to identify and support all students in need, including students with Special Education and English Language Learning accommodations. Additionally, all students at Cristo Rey OKC learn in the least restrictive environment possible to ensure every student has access to a high-quality education. These classrooms are equipped with appropriate technology, furniture and materials to ensure the physical learning environment is engaging, purposeful and effective. Finally, Cristo Rey OKC offers a continuum of services to support students with disabilities who are served with inclusion and co-teaching model and resource classrooms, all of which service students of varying grades and ability levels.

Practices and Procedures. As part of the lesson planning, observation and evaluation process, teachers are expected to include differentiation, proof of using the ELPS (English Language Proficiency Standards), and that they are following all necessary accommodations. Teachers have access to instructional coaches, content lead teachers, grade level lead teachers and an academic support teacher, so they can successfully differentiate instruction and meet the needs of our students. In their instruction, teachers include diverse texts and varying perspectives, providing students with the opportunity to learn from cultures and life experiences that are different from their own. Teachers use best practices for working with English Language Learners and students with disabilities. Additionally, teachers are knowledgeable in working with struggling readers and writers not identified under any program. All learners have the opportunity to display mastery of learning in a variety of forms, and in multiple assessment opportunities.

Review Process. The Cristo Rey OKC Assessment Policy is reviewed on an annual basis by the Principal and Director of Data & Technology. High-level feedback and recommendations will be communicated to campus pedagogical department teams to be revised, as necessary, and with teachers. The review of school policies will be included in the annual campus-based training for new teachers.

Transportation. Cristo Rey OKC families will transport their student to and from the school each day. We provide transportation to and from the locations of our corporate work study partners, and to and from school-sponsored athletic, academic and faith-based activities. Cristo Rey OKC may help match families who wish to start their own carpool groups.

Child Nutrition. Upon approval for accreditation and approval from the State of Oklahoma as a School Food Authority (SFA), Cristo Rey OKC will provide free and reduced-price meals for children served under the national School Lunch Program in accordance with federal guidelines.

In accordance with the program and its guidelines, Cristo Rey OKC will establish a Child Nutrition Policy. Each school/site or the central office will have a copy of the policy, which may be reviewed by anyone on request.

Prior to each school year, Cristo Rey OKC will distribute letters to households of students regarding eligibility benefits and any actions households need to take to apply for these benefits. Applications also will be available by contacting the Finance Director of Cristo Rey OKC.

GOVERNANCE:

Model of Governance. Cristo Rey OKC is a 501(c)3 nonprofit.

External Organizations. Cristo Rey OKC High School is an independent Catholic high school and has a membership agreement with the Cristo Rey Network. Cristo Rey OKC benefits from lessons learned and the collective experience from the national Cristo Rey staff in replicating successful openings by new member schools. The Archdiocese of Oklahoma City serves as the religious endorser of the school.

Governing Board.

- **Chairman: H. E. “Gene” Rainbolt**, Chairman of BancFirst
- **Vice-Chair: Don Greiner**, President of Grace Living Centers of Oklahoma City
- **Stephen Butler**, Assistant Dean of Advancement and External Relations at Oklahoma City University School of Law
- **Joe Clytus**, Founder of Utilities Information Service, Inc.
- **Talita DeNegri**, Principal of Mount Saint Mary Catholic High School
- **Diane Floyd**, Superintendent of Catholic Schools for the Archdiocese of Oklahoma City
- **Sam Fulkerson**, Managing Shareholder with the law firm Ogletree Deakins
- **Bill Hickman**, Partner with the Hickman Law Group
- **John Kennedy**, President of Irish Realty and Main Street Parking
- **Cathy Keating**, Chair of Express Employment Professionals international philanthropy
- **Judy Love**, Co-Founder of Love’s Travel Stops & Country Stores
- **Carl Martincich**, Vice President of Human Resources and Government Affairs for Love’s Travel Stops & Country Stores
- **Brian D. Melton, Sr.** Vice President for External Relations and General Counsel for the Cristo Rey Network
- **Willy Morales**, Aeronautical Engineer for the Boeing Companies
- **David Morton**, Principal of Bishop McGuinness Catholic High School
- **Sr. Vickie Perkins**, Executive Director of Leavenworth Interfaith Community of Hope
- **Bill Price**, Owner of Price Oil and Gas
- **Patrick Raglow**, Executive Director of Catholic Charities of the Archdiocese of Oklahoma City
- **Jason Reese**, Partner with the law firm Meyer, Leonard & Edinger
- **Bob Ross**, President and CEO of the Inasmuch Foundation
- **Fr. Rick Stansberry**, Pastor of Christ the King Catholic Church

Decision Making Process. Board members are the fiduciaries who steer the organization toward a sustainable future by adopting sound, ethical and legal governance and financial management policies, as well as by making sure the nonprofit has adequate resources to advance its mission.

The board established an Executive Committee, Finance Committee, and Development Committee.

FINANCE:

Budget. Please see Appendix A for budget detail.

Fiduciary Responsibilities. Cristo Rey Oklahoma City's board has fiduciary responsibility for the school. Management, primarily the Finance Director, is responsible for the preparation and fair presentation of the financial statements. Cristo Rey Oklahoma City utilizes the independent auditor.

Fundraising. A requirement of the year-long feasibility study for Cristo Rey Oklahoma City was to raise funds sufficient to support the school during its launch period. The feasibility committee secured \$2.6 million in pledges for the school's start-up, with some of the gifts staggered over several years. To date, the school has received a total of \$2,513,547 in contributions, with some designated for specific use. An additional \$795,600 in pledges are due to be collected during the 2018-2019 school year and \$545,600 for the 2019-2020 school year.



APPENDIX A:

**Cristo Rey Oklahoma City
Income Statement (Operations Budget)**

	<u>LAUNCH YEAR</u>	<u>2018-2019</u>	<u>2019-2020</u>
Revenue			
4000 Revenue from direct contributions			
4001 Paid Corporate Work Study Contracts	\$ -	\$ 870,000	\$ 1,814,250
4002 Student Tuition and Fees	\$ -	\$ 128,000	\$ 262,000
4003 Individuals (Family Foundations)	\$ 2,175,000	\$ 1,000,000	\$ 1,000,000
4004 Local and National Foundations	\$ -	\$ 500,000	\$ 500,000
4005 Corporations and Corporate Foundations	\$ -	\$ -	\$ -
4006 Religious Congregations	\$ -	\$ -	\$ -
4007 Miscellaneous Other Income	\$ -	\$ -	\$ -
4008 Scholarships (including tax advantaged scholarships)	\$ -	\$ 200,000	\$ 200,000
5000 Revenue from government agencies			
5001 Vouchers	\$ -	\$ -	\$ -
5002 E-Rate	\$ -	\$ -	\$ -
5003 NSLP	\$ -	\$ -	\$ -
5004 Title I	\$ -	\$ -	\$ -
5300 Investment Income			
Total Fundraising Revenue	\$ 2,175,000	\$ 1,700,000	\$ 1,700,000
Total Government Programs Revenue	\$ -	\$ -	\$ -
Total Earned Revenue	\$ -	\$ 1,198,000	\$ 2,276,250
Total Revenue	\$ 2,175,000	\$ 2,698,000	\$ 3,776,250
Expenses			
7100 Student Programs			
7101 Classroom Supplies	\$ -	\$ 25,600	\$ 53,579
7102 Textbooks	\$ -	\$ 12,800	\$ 13,702
7103 Uniforms	\$ -	\$ 9,600	\$ 11,657
7104 Extracurricular Expenses - Athletic	\$ -	\$ 75,000	\$ 76,613
7105 Extracurricular Expenses - Non-Athletic	\$ -	\$ 12,500	\$ 12,769
7106 Meal Program	\$ -	\$ 52,164	\$ 52,164
7107 Student Events	\$ 4,000	\$ 4,000	\$ 4,000
7108 Student Counseling	\$ -	\$ 2,560	\$ 5,358
7109 Medical / Nursing	\$ -	\$ 1,280	\$ 2,679
7110 Campus Ministry	\$ -	\$ 640	\$ 1,339
7111 Parent Association	\$ -	\$ -	\$ -
7112 Student Testing	\$ -	\$ 4,032	\$ 8,439
7113 Student CWSP Training	\$ -	\$ 32,000	\$ 38,855
7114 Student Worker Insurance	\$ -	\$ 3,200	\$ 6,697
Total Student Programs	\$ 4,000	\$ 235,376	\$ 287,849
7200 Salaries and Related Expenses			
7201 Salaries	\$ 548,250	\$ 1,432,384	\$ 1,791,689
7202 Social Security / Medicare	\$ 41,941	\$ 109,577	\$ 137,064
7203 State and Local Taxes	\$ 8,224	\$ 21,486	\$ 26,875
7204 Medical, Dental and Life Insurance Premiums	\$ 89,165	\$ 302,657	\$ 434,321
7205 401(K) / 403(b) Contributions	\$ 27,413	\$ 71,619	\$ 89,584
7206 Workers Compensation	\$ 8,224	\$ 21,486	\$ 26,875
7207 Stipends / Bonuses / Substitutes	\$ -	\$ 14,200	\$ 19,000
7208 Volunteer Expenses	\$ -	\$ 15,000	\$ 15,000
Total Salaries and Related Expenses	\$ 723,216	\$ 1,988,409	\$ 2,540,410
7300 Other Employee Expenses			
7301 Professional Development	\$ 12,000	\$ 36,250	\$ 46,250
7302 Tuition Reimbursement	\$ 600	\$ 2,000	\$ 2,000
7303 Employee Recruitment and Onboarding	\$ 3,960	\$ 8,327	\$ 3,892
Total Other Employee Expenses	\$ 16,560	\$ 46,577	\$ 52,142
7500 Professional Services			
7501 Fundraising	\$ -	\$ -	\$ -
7502 Accounting	\$ 8,000	\$ 15,000	\$ 20,000
7503 Legal	\$ -	\$ -	\$ -



CRISTO REY OKC

CATHOLIC HIGH SCHOOL

APPENDIX A:

Cristo Rey Oklahoma City Income Statement (Operations Budget)

	<u>LAUNCH YEAR</u>	<u>2018-2019</u>	<u>2019-2020</u>
7504 Information Technology	\$ -	\$ -	\$ -
7505 Other Professional Services	\$ 30,000	\$ 30,000	\$ 30,000
Total Professional Services	\$ 38,000	\$ 45,000	\$ 50,000
8100 General Supplies and Service Expenses			
8101 Office Supplies	\$ 3,840	\$ 11,849	\$ 15,458
8102 Printing	\$ 17,800	\$ 26,812	\$ 31,323
8103 Postage and Delivery	\$ 2,030	\$ 2,203	\$ 2,775
8104 Interest Expense			
8105 Insurance - Directors and Officers, General Liability, Umbrella, Crime	\$ 1,397	\$ 6,895	\$ 14,169
8106 Service Fees (Payroll, PSAS, Bank, Credit Card, etc..)	\$ 1,371	\$ 3,581	\$ 4,479
Total General Supplies and Service Expenses	\$ 26,437	\$ 51,340	\$ 68,204
8200 Facility and Equipment Expenses			
8201 Facilities Lease	\$ 14,796	\$ 57,300	\$ 114,600
8202 Utilities	\$ -	\$ -	\$ -
8203 Internet	\$ -	\$ -	\$ -
8204 Telephone	\$ 2,400	\$ 4,800	\$ 4,800
8205 Cell Phones	\$ 3,600	\$ 3,600	\$ 3,600
8206 Property Taxes	\$ -	\$ -	\$ -
8207 Maintenance and Repair - Facility	\$ -	\$ -	\$ -
8208 Maintenance and Repair - Vehicles	\$ -	\$ -	\$ -
8209 Security	\$ -	\$ -	\$ -
8210 Cleaning Contracts and Supplies	\$ -	\$ -	\$ -
8211 Facilities Exterior Upkeep	\$ -	\$ -	\$ -
8212 Furniture, Fixtures and Equipment	\$ 13,100	\$ 25,885	\$ 26,213
8213 Hardware	\$ 30,908	\$ 159,252	\$ 144,173
8214 Software and Licenses	\$ 20,980	\$ 18,367	\$ 19,928
Total Facility and Equipment Expenses	\$ 85,784	\$ 269,203	\$ 313,314
8700 Dues and Subscriptions Expenses			
8701 Network Dues	\$ 20,000	\$ 45,000	\$ 45,000
8702 Accrediting Association Dues	\$ -	\$ 12,500	\$ -
8703 Religious Sponsor Dues	\$ 500	\$ 500	\$ 500
8704 Diocese / Catholic School Dues	\$ 420	\$ 450	\$ 450
8705 Community Association Dues	\$ -	\$ -	\$ -
8706 Other Dues	\$ 1,500	\$ 1,500	\$ 1,500
Total Dues and Subscriptions Expenses	\$ 22,420	\$ 59,950	\$ 47,450
8800 Transportation Expenses			
8801 Owned Vehicle Expenses (insurance, maintenance, repairs, fuel, tolls, parking fees)	\$ -	\$ 96,900	\$ 132,107
8802 Outsourced Transportation Expenses	\$ -	\$ -	\$ -
Total Transportation Expenses	\$ -	\$ 96,900	\$ 132,107
8900 Communications and Events			
8901 Advertising and Promotional Videos	\$ 20,000	\$ 20,000	\$ 20,000
8902 Website	\$ 3,000	\$ 1,500	\$ 3,000
8903 Board Events	\$ 3,000	\$ 3,000	\$ 3,000
8904 Faculty and Staff Events	\$ 2,000	\$ 4,444	\$ 5,797
8905 Other Events	\$ 12,500	\$ 52,000	\$ 52,000
8906 Other Expenses - Development	\$ -	\$ -	\$ -
8907 Other Expenses - CWSP	\$ -	\$ 915	\$ 1,111
8908 Other Expenses - Communications	\$ -	\$ -	\$ -
Total Communications and Events	\$ 40,500	\$ 81,859	\$ 84,908
Total Expenses	\$ 956,917	\$ 2,874,614	\$ 3,576,384
Operating Surplus / (Deficit)	\$ 1,218,083	\$ (176,614)	\$ 199,866